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## MINIMUM REQUIREMENTS FOR OBTAINING A CERTIFICATE OF COMPETENCY FOR THE PRODUCTION OF CRUSHED STONE AND AGGREGATE CHECKLIST #0310

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- ❑ (1) Completed ***Product Control Application for Certificate of Competency*** along with a check payable to “*Department of Regulatory and Economic Resources*” for the applicable amount. The application fee covers a one-year program participation period.
- ❑ (2) Submit a copy of your plant’s Quality Control Program. To assure proper production, the following items must be submitted:
  - ❑ (a) Physical location of aggregate sources,
  - ❑ (b) Labeling of stockpiles,
  - ❑ (c) Prevention of contamination and segregation,
  - ❑ (d) Loading and shipping controls: (1) Front end loaders, (2) Haul units,
  - ❑ (e) Product identification and certification: (1) Trucks, (2) Rail,
  - ❑ (f) Sampling plan: (1) Method of sampling, (2) Sampling points/location, and (3) Sampling frequency,
  - ❑ (g) Minimum and Initial Quality Control: Methods of Testing,
  - ❑ (h) Analysis and recording of data,
  - ❑ (i) Responsibilities of key personnel listed on Item (3),
  - ❑ (j) Plan for dealing with control failures,
  - ❑ (k) Quality control commercial laboratory testing: (1) Laboratory personnel, (2) Testing equipment, (3) Reporting and recording of results,
  - ❑ (l) Quality control in-house laboratory testing: (1) Laboratory personnel, (2) Testing equipment, (3) Reporting and recording of results,
  - ❑ (m) Identification of aggregate grades and product numbers in chart form, including: (1) Description of product, (2) FDOT approved product code, and/or (3) Company product code, and
  - ❑ (n) Aggregate statistical reports.
- ❑ (3) Provide a list of key personnel, including title, education, and experience.
- ❑ (4) Describe employee quality control training and plant safety program.
- ❑ (5) Submit, if applicable, any additional documents issued by other third-party certification entities such as FDOT, AISC, SJI, PCI, or an ISO 9001 certificate relevant to the scope of fabrication.
- ❑ (6) An initial inspection will be performed at the fabricator’s facility prior to the issuance of the Certificate unless otherwise approved by our Office.

